

Minutes for Mental Health Planning Council
February 16, 2011
Department of Social Services
1604 Santa Rosa Road
Richmond VA

Attendees:

MHPC Members: Anne Burhans, Mary Ann Beall, Melissa Harless, Donna Sue Harmon, Paula Price, Becky Sterling, Jim Martinez, Mary Kaye Johnston, Ann Cutshall, Bonnie Neighbour, Katherine Hunter, Rhonda Thissen, Mira Signer, Susan Williams, Michael Pendrak, Betty Etzler,

MHPC Guests: Bob Friedline and Chris Owens

MHPC Staff: Pat Palmer

Absent: Vicki Hardy-Murrell, Lisa Moore, Irene Walker-Bolton, Catherine Hancock, Alison Hymes, Jack Wood, Brian Parrish, James Johnson, Donna Wenzel, Patricia Meyer

The meeting started 10:05, called to order by president Susan Williams

WELCOME AND INTRODUCE GUESTS:

Bob Friedline and Chris Owens-guests of Anne Burhans and Paula Price respectively. Both looking to join council.

MINUTES from December 1st were accepted

Mission, Goals and Meetings for 2011:

Susan asked all present to truly consider membership and willingness to commit time and effort. The Membership committee was tasked with providing a better procedure for organization of the current membership.

Meetings:

April 13th, 2011, June 15th, 2011, August 17th, 2011, October 19th, 2011, December 7th 2011

Children, Membership and Senior adult and Adult Committees broke out in committees at 10:45.

Back together at 11:13

Reports:

Children's committee-Katherine Hunter- The children's committee did not discuss any formal business. Instead the committee discussed General Assembly budget, specifically those amendments that affect children's mental health services.

Senior Adult committee-Anne Burhans- Report of the Elder Services Committee:

Members present were Anne Burhans (Chair), Ann Cutshall, and Bob Friedline. Discussion covered the growing population of elder citizens in Virginia and the growing problem of physical, emotional, sexual and financial abuse of these citizens. There was brief discussion of the SAFE (Services to Abused Families) program which provides assistance to those leaving abusive relationships and assists in safety planning for those who do not wish to leave. There was further discussion of Adult Protective Services and what they can offer. There was discussion of the Protective Money Management Program of the AARP which works through the Rappahannock-Rapidan CSB in that five county area.

DBHS: Rhonda Thissen/ Jim Martinez spoke briefly about federal budget issues.

Jim:

Federal budgeting of MH and SA Block Grants will be level funded.

State level: House and Senate General Assembly Budgets

Governor's Budget

Moving "Creating Opportunities" from planning to implementation stage

Department website has 26 page documents updating the work of the eight committees to date and the people working on each committee.

Care coordination in the house and senate re Medicaid.

Rhonda:

Site review is ready.

Virginia Human Services Training will be closed this year. Paul Abrams is retiring. Federal Funds (\$75K) will be used for Peer Services Training that is developing out of the "Creating Opportunities" work.

List serve for Council: mhpc@Virginia Interactive.Org. Rhonda will now manage it. She will send out information on how to use it.

Broke for lunch at 12:-00

Block Grant Presentation: Becky Sterling

Becky Sterling presented on Consumer Operated Programs (Co Op). Co Op is part of Middle Peninsula Northern Neck Community Services. Co Op's Recovery Works Program provides employment opportunities for consumers such as courier, office tech, housekeeping, and internal printing. Fifteen FTEs are currently filled by 72 people. A consumer Advisory Council guides Co Op. A Certified Peer Support Specialist will train 16 people. Co Op holds seven WRAP Classes. They also assist with advance directives and WRAP Crisis Plans. The Co Op staff members have monthly opportunities to participate in recovery peer support training. "84 Main" is a consumer operated resource center in Warsaw.

Membership, Budget and Bylaws Committee broke into groups

Membership Report-Michael Pendrak-first priority should be to solidify our procedures for getting prospective members through the process and establishing a solid membership list with all members properly identified.

The membership application procedure:

1. Application: candidate will obtain an application in one of a number of ways; download, email, snail mail, etc. (we need to get this step established first, obviously)
2. Submission: Application will go to the Chair with a cc: to Paula.
3. Chair is responsible to get copies to the members of the work group
4. Work group reviews application to ensure all requirements are met
5. Before deciding to review as a Committee Applicant is contacted to gather needed information and to confirm applicant is still interested
6. Committee convenes at Council for final evaluation
7. Committee submits qualifying application to Council for approval
8. Applicant is given an opportunity to address the Council to supply additional information, if any, and to ask questions of the council, if any.

9. Council votes on the application
10. As soon as possible (hopefully immediately) after the vote the new member will receive the information package which we will develop

Email Michael Pendrak mhcadvocate@verizon.net and Paula Price paulakprice@gmail.com for all applications for membership

Membership application for Bob Friedline and Chris Owens were voted on and approved. Bob Friedline has had years of experience in foreign service and Chris Owens-will be serving as advocate-he is MHVA director of Programs

Bryon Stith's application has been put on hold.

Rhonda mentioned that members of a funded organization need to recuse themselves when they are discussing matters of funding.

Rhonda Thissen and Paula Price discussed the Mental Health Planning Council website be moved to Mental Health America of Virginia and be maintained by them.

Budget Committee report:

There is \$3000 in Conference money. The Executive Committee will decide on conference expenditures.

The retreat is important. It will cover Strategic Plan review and update, and a Panel on Health Care Reform. It may be combined with the October meeting. A proposal will be presented at the next meeting.

Report of the Bylaws and Policy Committee:

Members present were Anne Burhans (Chair), Ann Cutshall, Bob Friedline, Chris Owens, and Susan Williams. Discussion covered the basics of the construction of a policy manual. We favor a loose-leaf binder to facilitate revisions, policies with an inception date, and a preface to explain the purpose. The basic format will carry through the manual to include the issue being addressed, the objective sought, the standards to be applied, enforcement provisions, and clear responsibility for applying the policy. Bob Friedline will take the lead in organizing the manual. Each committee will make policy recommendations to the Council after passing the recommendation through the Bylaws and Policy Committee for format, overlap and gap issues. Policies may be amended at any time by the Council by simple majority vote. The Council may make an exception to policy at any time by so stating and with a majority vote.

Policy will be organized by committee. There can always be exceptions. Bob has done policies before and will work up a draft for the committee. Paula requested that when the Committee looks at financial policy to please let her know so she can share how it is done now.

The next meeting of the MHPC will be April 13th at 10:30 at North Park Library in Richmond VA. Agenda and directions to be provided.

Adjourned at 3:03pm

Respectfully submitted by Pat Palmer and Donna Sue Harmon